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ARIZONA PUBLIC SAFETY COMMUNICATIONS ADVISORY COMMISSION
ARIZONA STATEWIDE INTEROPERABILITY EXECUTIVE COMMITTEE
Summary of Minutes of the October 29, 2008 Meeting

Public Safety Communications Advisory Commission (PSCC) Voting Members Present:

- Chris Cummiskey, Director, Government Information Technology Agency (Chairman)
- Michael Brashier, Communications Manager, City of Casa Grande
- Amy Brooks, Captain, Apache Junction Fire Department
- Hal Collett, Sheriff, La Paz County Sheriff's Office/Arizona Sheriff's Association
- Jan Hauk, Past President, Arizona Fire District Association Representative
- Tracy Montgomery, Assistant Chief, Phoenix Police Department
- Leesa Morrison, Director, Arizona Department of Homeland Security
- Patrick Quinn, Deputy Chief, Tucson Fire Department
- Kathleen Robinson, Assistant Chief, Tucson Police Department
- David Felix, Executive Officer for Roger Vanderpool, Director, AZ Department of Public Safety
- Dan Wills, Battalion Chief, Sedona Fire District
- Mike Worrell, Captain, Phoenix Fire Department

PSCC Voting Members Absent:

- Danny Sharp, Chief of Police, Oro Valley Police Department
- Dewayne Woodie, Fire Chief, Ganado Fire District/EMS

Statewide Interoperability Executive Committee (SIEC) Voting Members Present:

- Paul Wilson, Captain, Pima County Sheriff's Office (Co-Chair)
- Mark Venuti, Director, Guardian Medical Transport (Co-Chair)
- Ken Leighton-Boster, Private Industry
- Scott Tillman, Supervising Telecom Engineer, AZ Department of Public Safety
- Pete Weaver, Emergency Manager/LEPC Coordinator, Pinal County Public Works

Government Information Technology Agency (GITA) & GITA, Public Safety Interoperable Communications (GITA-PSIC) Office Attendees:

- Lisa Meyerson, Strategic Initiatives Unit Chief
- Michael Todd, PSIC Outreach Manager, GITA-PSIC
- Ronald Sober, PSIC Oversight Manager, GITA-PSIC
- Regina Bernal, PSIC Support Specialist, GITA-PSIC
- Justin Turner, Strategic Relationships Manager, GITA
- Joyce Raschiatore, Project Oversight Manager, GITA
- Brian Sherman, Strategic Initiatives Manager, GITA

Summary of Meeting After-Action Items

1. GITA-PSIC will schedule a discussion of the Demonstration Project at the Interoperable Communications Stakeholder Working Session scheduled for November 20, 2008.
2. AIRS MOUs:
 - The Wireless Systems Bureau (WSB) will update the AIRS MOUs (if required) and make them available on the DPS website.
 - Once the MOUs are posted to the DPS website and GITA is notified, a link to the DPS website will be established on the GITA/PSCC website
3. COM-L Training information, once available from the City of Phoenix and the Sedona Fire District, will be made available on the GITA/PSCC website.

Call to Order and Roll Call

The meeting was called to order at 1:02 pm by Chairman Chris Cummiskey, Director, Government Information Technology Agency. Chairman Cummiskey thanked Commissioners for their assistance during the transition period and in the months ahead, and advised members of the public regarding the process for submitting comments. Roll call was taken by Ms. Regina Bernal as noted above and a quorum of both the PSCC and SIEC was declared present.

Approval of PSCC Minutes from May 20, 2008

Chairman Cummiskey asked for comments on the May 20th PSCC meeting minutes. Hearing no comments, Commissioner Patrick Quinn made a motion to approve; seconded by Commissioner Wills. Motion was unanimously carried.

Approval of SIEC Minutes from April 22, 2008

Chairman Cummiskey asked for comments on the April 22nd meeting minutes.

Hearing no comments, SIEC Co-Chair Mark Venuti made a motion to approve; SIEC Member Ken Leighton-Boster seconded the motion.

Motion was unanimously carried.

Introductory Comments of Commission Chairman

GITA Director & State CIO, Chris Cummiskey

Chairman Cummiskey thanked the Department of Public Safety, Director Vanderpool, Executive Officer Felix and DPS Staff for their assistance in transitioning the PSCC from one agency to another. Further, he highlighted the importance of this issue to the Governor, the Legislature, and to the first responder community. Chairman Cummiskey stated that GITA viewed its role as a steward of this process. Going forward, Gita will provide PSCC and SIEC with oversight from both the Governor and the Legislature. Chairman Cummiskey highlighted core GITA principles that would guide this activity:

1. Transparency - Commissioners and interested parties will receive information and update on staff activities. Decisions will be properly noticed and available in advance.
2. Inclusion - This would be an inclusive process. Everyone is encouraged to be engaged, and would provide input as to subject matter, with oversight to ensure we are on the right track.

3. Accountability - We will want to make sure the process and results are accountable to those using the technology and processes on a daily basis, and also to those who are funding it at the Legislature and the Governor's office.
4. Results-oriented - We are about driving activity forward in a results-oriented way, listening to advice and counsel regarding ways to advance interoperability, while recognizing that it is adjacent to operability in the State.
5. Positive outcomes - We will want to make sure that at every point there are measurable and direct outcomes that are positive for the stakeholder community.

Chairman Cummiskey reiterated that this would not be an easy mission to accomplish, but that we all shared the same mission, which is to make sure that first responders in the State have the best communication tools available to them on both a day-to-day and emergency basis.

Chairman Cummiskey then introduced Lisa Meyerson, who was to address the organization regarding the PSIC Office, the transition and other activities of interest to the members.

Public Safety Interoperable Communications Office (PSIC) Report

Lisa Meyerson, Strategic Initiatives Unit Chief, Government Information Technology Agency

Ms. Meyerson presented a review of the transition from DPS to GITA including funds, contracts and a number of other transition items. Ms. Meyerson thanked the GITA team, including Joyce Raschiatore, Brian Sherman and Justin Turner, and DPS for their efforts to effect a very speedy transition. Commissioners were asked if they had any questions about the transition. *No questions were asked.*

Operations: Ms. Meyerson addressed questions that had been received regarding former PSCC staff. She stated that PSCC staff was encouraged to apply to GITA before positions were publicly posted. However, all PSCC staff decided to stay with the Department of Public Safety. Ms. Meyerson stated some GITA staff has been relocated to a new office to provide room in the main GITA office for new PSIC staff, near the Director and Deputy Director and existing staff who have experience with strategic initiatives. Historical documents related to the PSCC have been ported over to the GITA web site, with the help and support of DPS. All future communications and presentations will be posted on the website.

GITA Overview: Ms. Meyerson gave some background on GITA and its mission. GITA was formed by the legislature 11 years ago and provides an intersection between public policy, strategic planning, innovation and technology. Ms. Meyerson reviewed some of GITA's key objectives, including overseeing and approving information technology projects over \$25,000 for State agencies, utilizing a Project Investment Justification (PIJ) document and oversight process which GITA created when the agency was formed. The PIJ describes the project including risk factors, benefits, cost, stakeholders, etc. This PIJ process is nationally recognized as a best practice, and GITA frequently gets requests for and government entities are welcome to use these materials.

GITA is responsible for reviewing, approving and overseeing hundreds of projects a year, with no major project failures in the state in 11 years. Ms. Meyerson also provided additional information on how GITA is in a position to increase state agency efficiency, and foster broader technology solutions as part of its consulting role. GITA is also responsible for collecting strategic plans from all of the state agencies, reviewing and approving them, and developing a Statewide Strategic Plan which is available on its website.

As part of the Statewide Information Security and Privacy Office (SISPO) created within GITA last year, there is now a Chief Information Security Officer and Chief Privacy Officer for the State. GITA manages the State Web Portal to ensure citizens have access to their government at all levels. GITA also establishes technical standards and policies, which will complement the planned standards work of the SIEC. Last year, GITA also implemented a Project Management Certification Program for the State which is available to cities and counties as well.

Initiatives: The Strategic Initiatives Unit (SIU) within GITA is charged with advancing strategic technology initiatives for Arizona. In addition to supporting the Public Safety Communications Advisory Commission (PSCC), SIU manages AZ 2-1-1 and its Emergency Bulletin System through a partnership with the AZ Department of Emergency and Military Affairs (AZDEMA). AZ3D is a new initiative to provide statewide geospatial visualization, which is being funded by the AZ Department of Homeland Security (AZDOHS), to provide a common operating picture to increase situational awareness and enhance emergency management and Homeland Security. More information on this project will be provided in the next six months as a Proof of Concept Phase is implemented.

The GITA Director serves on the Governor's Emergency Preparedness Oversight Council (EPOC), which is co-chaired by the Governor's Chief of Staff and the Homeland Security Director. SIU is also active on the Vulnerable Population Emergencies Planning Work Groups, E-Health and other initiatives.

As there were no questions, Ms. Meyerson addressed that the goal of the Unit is to collaborate, and there is a history of creating initiatives and then porting them out to become operational through partnerships, rather than developing a large staff and infrastructure. *No questions were asked.*

Staffing: Ms. Meyerson introduced three new staff members who had been brought in to PSIC - Michael Todd, PSIC Outreach Manager, Ron Sober, PSIC Oversight Manager and Regina Bernal, PSIC Support Specialist and provided information about the positions and their responsibilities. *There were no additional questions regarding PSIC staff.*

Federal Government Interactions: Ms. Meyerson gave an update on interactions with the federal government during the transition. She thanked the Commission for their help responding to technical assistance (TA) requests. She stated that PSIC did their best to incorporate Commission input before submitting the requests with a short deadline. She advised that PSIC had yet to hear back from the Office of Emergency Communications (OEC) regarding the technical assistance requests.

In addition, Ms. Meyerson noted that PSIC staff had submitted an application for a \$50,000 federal grant for a Governance Academy to assist with developing the governance process. The application included information regarding the existing governance committee, as seated by the Commission, and proposed adding some members to that committee to work on governance issues within the next six months to a year. Only six states will receive the grant, and Ms. Meyerson offered to share the application with anyone who was interested, and will advise should the grant be awarded.

Upcoming Meetings:

- The OEC has scheduled a SCIP Coordinator meeting for all States and territories in December 2008, which PSIC will attend.
- The OEC is also sending out facilitators in January 2009 for a SCIP Implementation Workshop.
- A PSCC/SIEC working session is scheduled in November to determine and discuss priority issues, and conduct facilitated planning before meeting with federal partners in the January timeframe. This working session will include implementation issues around the SCIP, as well as how the SCIP aligns with the National Emergency Communications Plan.

These items will be discussed further at the November meeting, but if there were any questions at this point, Ms. Meyerson indicated she would address those now. *No questions were asked.*

Question – Demonstration Project: Commissioner Montgomery inquired about the status of the Demonstration Project, indicating that the City of Phoenix has invested significant time on this, and has not received a response to inquiries regarding activity on this project.

Chairman Cummiskey responded this should be agendaized for the next formal meeting of the Commission, with the intent that the Commission would talk about the outcomes from the project and possible next steps. He indicated GITA had received input regarding the Department of Public Safety's perspective, and that input is being evaluated.

Commissioner Montgomery advised that the City of Phoenix is setting priorities for the next 3-6 months, with finite IT resources to work on those, and will move forward with other priorities if there is no response. Chairman Cummiskey agreed the current phase of the project needed finality and a discussion amongst the Commission would be added to the calendar.

Plans for Sept-Dec 2008: Ms. Meyerson then moved ahead with her presentation, discussing plans for the September to December timeframe. Those included hiring 2 additional staff members, engaging in additional Outreach activities, preparing for upcoming Homeland Security grant funding and other federal requests, and developing plans for the next calendar year for the Commission's consent and concurrence. Ms. Meyerson also reviewed plans to update the SCIP, including alignment of goals and initiatives, developing tactical plans for key SCIP initiatives, addressing the multiple key definitions of i.e. system of systems identified in the SCIP, making some structural changes, as well as updates for some of the other projects underway, including those addressed in other presentations at this meeting.

Commissioners were asked to confirm whether plans and direction for this timeframe were consistent with how they would see this effort proceeding. *There were several affirmative responses from Commissioners.*

November Meeting Feedback: Ms. Meyerson reviewed in more depth plans for the Interoperable Communications Stakeholder Working Session scheduled for November 20, 2008. She indicated that this was not a meeting of the Commission per se, but would be noticed as a meeting of both the PSCC and SIEC, and a discussion of the Demonstration Project would be added to the agenda. It was hoped there would be a quorum for the meeting. It was also designed as an opportunity for operational and technical staff to participate in the discussion. Ms. Meyerson alluded to the possibility of forming additional meetings and sub-committees to address some of these issues. Commissioners were asked to confirm whether the possible Discussion Topics for the working session were the right issues or priorities that need to be addressed.

Commissioner Wills responded that he thought this was a good start; there was a lot work ahead.

Commissioner Quinn indicated that all of the issues might not be identified until all of the stakeholders were brought to the table, and agreed that additional sessions may be needed.

Question – Demonstration Project: Given that the regular January meeting of the Commission would be replaced by the SCIP Implementation Workshop, Commissioner Quinn inquired as to when Commissioner Montgomery's concerns would be addressed. Ms. Meyerson confirmed that would be at the November working session. Ms. Meyerson advised the session would held be at the ADOT 'Stack' training facility.

Commissioner Feedback Sought: Commissioners were asked to confirm whether there was a level of comfort with the array of items and format for the discussions in November, including plans to prioritize and start moving through these items. *No verbal responses were noted.*

Facilitator for November Session: Ms. Meyerson added that Dr. Jennifer Hendry of SAIC, who might be familiar to some of the commissioners, would be facilitating the session, so that PSIC staff could also participate in and listen carefully to the discussion. Ms. Meyerson provided some background on Dr. Hendry's experience and plans for managing a session of this type, and advised that a draft agenda would be sent out ahead of time detailing the schedule and topics to be addressed.

Members were again asked if there were any questions regarding Ms. Meyerson's presentation.

PSIC Funding Question: SIEC Member Weaver inquired whether the PSCC or the SIEC was held responsible for the implementation of the \$17.7 million dollar PSIC grant from the Department of Homeland Security. Ms. Meyerson and Commissioner Morrison noted the key phase was 'responsibility for'.

Ms. Meyerson explained that the SCIP, which supported the grant application, is a document of the PSCC, but that the grant decision making was done by AZDOHS, which is responsible statutorily for oversight of the federal grants.

Commissioner Morrison also added that each sub-grantee was responsible for complying with the requirements under their grant, and reporting back to AZDOHS and federal DHS, and that AZDOHS would work in tandem with GITA, who would also be receiving those reports back from the sub-grantees.

Clarification was requested as to whether any questions received regarding those grants could be forwarded onto either GITA or AZDOHS. Commissioner Morrison confirmed that should be directed to AZDOHS.

No other questions or comments were received regarding Ms. Meyerson's presentation.

AIRS Update

Greg Manning, Telecommunications Project Manager, DPS Wireless Systems Bureau

Overview: Mr. Greg Manning provided a historical review and update on the Arizona Interoperable Radio System. Previously known as the IARS, the Interagency Arizona Radio System had 15 radio sites as of 1999, including major highways and metropolitan areas, but a void of coverage between Phoenix and Tucson. With funding assistance from the AZDOHS grant programs, AIRS has been modernized to allow users of all 3 spectrums to communicate with each other, and expanded to 38 suites to be deployed throughout the state, reflecting decisions made to reduce the number and relocate some of the sites.

Recent Activities: In 2008, DPS installed 12 (*correction from slide*) AIRS suites, with one mobile AIRS configuration installed in a DPS trailer. Including the La Paz County suite to be located on Cunningham Peak, four remaining AIRS suites still need to be deployed, and the AIRS suite which was destroyed in the fire on White Tanks needs to be replaced. These remaining suites, in addition to the suite purchased by Mohave County, will be installed as facilities permit.

In addition, AZDOHS and GITA have recently approved a proposal to install AIRS connectivity to the state microwave network at the State Emergency Operations Center, which will afford the AZ Division of Emergency Management AIRS connectivity across the state in disaster situations.

Members were asked if there were any questions regarding the presentation.

SIEC Co-Chair Venuti asked about the timing of the remaining suites to be deployed, and to confirm that 34 were currently active, not including the one that was destroyed.

Mr. Manning indicated that the figure was correct, and that it was DPS' intent to continue into 2009, with the hope that by end of fiscal year 09 all of the suites would be operational.

SIEC Co-Chair Venuti then suggested there was need to discuss usage and/or training issues at some point on the agenda, but that he was also looking for any information regarding the utilization of the system.

Mr. Manning responded that the department was working on procedures for connectivity within the system, and those would be published and posted to the DPS web site shortly.

SIEC Co-Chair Venuti also inquired as to where the MOUs could be found that used to be on the DPS web site, since he did not see that link on the GITA web site. Mr. Kevin Rogers responded that the MOUs had previously been handled by PSCC support staff, but that operational function has transitioned back to the Wireless Systems Bureau (WSB). WSB is considering changes to the documents, and is working to make those available on the DPS web site. In the meantime, anyone who needs a copy of the MOU should contact his administrative assistant, Melody Guest, at 602-223-2247.

In response to SIEC Co-Chair Venuti's earlier comments, Commissioner Wills addressed the operational piece of AIRS, which has been missing from the discussions and is needed for more widespread use. Commissioner Wills indicated that as part of the IECGP grant, Sedona Fire was recently awarded \$55,000 from AZDOHS to develop protocols, procedures and a video training element for AIRS. Plans are to go back to the Operational Workgroup within SIEC to help drive this piece.

SIEC Co-Chair Venuti emphasized the need to keep focus on the usage of this system, which has achieved a level of success as a short-term fix for interoperability in the state. There is still a need to get the message out as well as get buy-in from other agencies, especially the Department of Public Safety North District 2, which will only use the AIRS system in a disaster situation.

Commissioner Wills concurred, indicating that there were territorial and other issues that were not technological that he was expecting to be addressed by the Operational Working Group of the SIEC.

SIEC Co-Chair Venuti indicated this related to the role of the SIEC. In the past, the PSCC would task the SIEC with a specific goal to make recommendations to the PSCC in order to move forward and that had fallen off.

Commissioner Worrell inquired as to whether there would be a field operations guide that would assist in the training effort.

Commissioner Wills indicated there would need to be a standard operating procedure within every agency that intends to use the system, and that would be part of the training piece, in terms of how, where and when the system can be used.

In response to another question from Commissioner Worrell, Commissioner Wills replied that PSIC Outreach support staff would be critical to getting this message out. Ms. Meyerson also indicated that staff would take action to ensure DPS contact and MOU information is linked from the GITA web site.

Chairman Cummiskey asked Mr. Manning to provide a brief summary of the benefit and value of AIRS to this effort.

Mr. Manning described AIRS as a short-term fix to a portion of interoperability, particular in transit to a disaster area.

Commissioner Wills expanded on the role of AIRS as more of a common denominator throughout the state, to transcend many of the obstacles which have been encountered, and which should be further defined, along with the procedures and protocols to put that in place.

In addition, before commencing with his update on the Digital Microwave System, Mr. Rogers added that while WSB provides technical support for AIRS, it was expected that the SIEC and this Commission would provide the necessary operational component and direction regarding usage of the system.

Digital Microwave Update

Kevin Rogers, Manager, Wireless Systems Bureau, DPS

Overview: Mr. Rogers provided an overview of the existing analog microwave system and services currently provided to state agencies, as well as county, federal and some city users throughout the State. He also addressed the current age and state of the system and its 3 independent but integrated loops.

Funding sources for partial replacement of the microwave network were identified, including Phase I funding for the Southern Loop digital upgrade. Mr. Rogers hi-lighted several key sites in the Southern Loop that are currently in process of being renovated and equipped with upgraded facilities and digital equipment, including some specific partnerships/support efforts that WSB is working on at this time, including assistance provided after the fire on White Tanks.

When there were no other questions from the members, Chairman Cummiskey asked Mr. Rogers for his best sense of completion timeframe for the Southern Loop.

Completion Date: Mr. Rogers indicated that the challenge was likely to be the construction portions of this project. For those sites where microwave equipment could be installed, WSB would move forward with those even before a communications tower was in place. WSB engineering staff continues to look at ways to combine analog and digital on the same dish where possible, in order to maintain progress and provide backup if needed. Mr. Rogers indicated that WSB was hoping that piece would be completed by June 30th.

In response to Chairman Cummiskey's question regarding when the Southern Loop would be totally functional, Mr. Rogers estimated that concrete and steel for this project could take another year.

Chairman Cummiskey then asked Mr. Rogers to provide a broader perspective of the benefit of this effort to interoperability. Mr. Rogers indicated this would bring additional digital capacity, capability and reliability to users around the State.

Members were asked if there were any other questions.

Security: SIEC Member Weaver responded that they were excited about the opportunity for security camera capacity, given the copper thefts that were now reaching the mountaintops. Mr. Rogers responded that was something they were looking at as well.

Strategic Technology Reserve (STR) Update

Ryan Goosley, Communications Officer, AZ Division of Emergency Management (ADEM)

Overview: Mr. Goosley provided an overview of the Strategic Technology Reserve (STR), which Chairman Cummiskey reminded members, was listed in the SCIP and for which the State got federal PSIC funding.

Mr. Goosley indicated that this presentation had recently been given to County Emergency Managers at a meeting where he was able to address specific emergency events in the past 24 hours that demonstrated the value of an STR.

Mr. Goosley discussed the role of ADEM and reviewed the current multi-faceted emergency management strategies and capabilities in use in the State.

Equipment: Mr. Goosley detailed the specifics of the equipment that would be purchased, programmed, and deployed to the intended recipients along with the training that would be conducted as part of the STR inter-agency agreement with AZDOHS.

Mr. Goosley discussed the trailers that had been acquired to house some of this equipment, as well as an agreement being worked on with DPS to house two flyaway AIRS suites at DPS facilities, most likely in Flagstaff and Tucson. He also added that ADEM wanted to emphasize that any of these assets could be brought to bear to address any emergency in the State, with one call to ADEM or their county emergency manager.

Mr. Goosley advised that equipment has started to arrive, and that by February 27th at the latest, the Governor's Staff and Cabinet, and AZDOHS should receive their equipment. The remainder of the equipment should be deployed at a county level by April 30th at the latest.

Satellite Phones: In response to Chairman Cummiskey's call for questions, Commissioner Wills asked whether the subscriptions on the satellite phones would be kept hot all of the time.

Mr. Goosley responded that they would be kept hot 100% of the time; they had also looked into having them available on a part-time basis, but had identified significant issues with that.

Commissioner Wills also inquired regarding whether there was adequate ability to not only maintain but to replace this equipment as needed, and offered a caution regarding the expense of keeping that many subscriptions hot.

Mr. Goosley indicated that management within ADEM had been briefed regarding the ongoing expense after funding stops from the PSIC grant. While that is significant, there is a plan, through emergency management and other grants, for sustaining this equipment.

AIRS Suites: Chairman Cummiskey asked Mr. Goosley to clarify what had changed regarding the number of AIRS suites identified in the equipment list presented at a previous EPOC meeting. Mr. Goosley indicated that when the original five suites were proposed, the DPS trailer did not exist. Once that was in place, it was felt the trailer in the central region would provide adequate coverage for the Phoenix metro area, and that 5 suites would be over-kill. It was also thought that it might be better to not have these suites located in a vehicle that could break down, but rather stored at the DPS Ranger locations, where they could be deployed to a mountaintop location even faster. As such, it was felt that the number of suites could be reduced down from 5 to 2.

Commissioner Worrell questioned whether technicians were deployed along with this equipment.

Mr. Goosley responded that was another reason for locating these suites in DPS Ranger locations, since that staff was better equipped to operate this equipment, which is more technical in nature, while ADEM provides training on the equipment they deploy to their staffs and the counties.

Homeland Security Grant Sources Update

Lisa Hansen, Asst. Director Planning & Preparedness, AZ Dept of Homeland Security

PSIC Funding: Ms. Hansen provided a recap of the Public Safety Interoperable Communications (PSIC) Grant funding awarded to AZ, and how that had been allocated to initiatives, and between local and state funding.

Ms. Hansen advised that the allocation of funds represented the prescribed 80-20 split but did not reflect those monies that had been MOU'd by counties back to the state, for DPS to do work on their behalf.

Ms. Hansen indicated there were 22 sub-contract agreements in place between AZDOHS and these entities, detailing the requirements that needed to be completed, and all of those contracts needed to align with the SCIP.

To date, approximately \$402,000 has been reimbursed. Given that the balance is almost \$17.3 million, the first audit on these funds was pushed back until sometime next year.

Ms. Hansen reminded members that the timeline for the performance period for these grants to the local jurisdictions runs until March 2010, to complete and request reimbursement for this funding.

IECGP Funding: Ms. Hansen also reviewed details of the Interoperable Emergency Communications Grant Program (IECGP) funding awarded to the State, the performance period for which runs until September 30th 2009.

Other: Ms. Hansen also recapped, out of the 12 funding streams available through AZDOHS, those that have a potential for funding interoperable communications equipment.

Training: In response to Chairman Cummiskey's call for questions, Commissioner Quinn inquired regarding the training dollars that had been awarded to various communities, and whether that training needed to be made available to all agencies in the area or just to those specific entities.

Ms. Hansen responded that it is not written that the training is only limited to those specific entities but is open to other agencies and jurisdictions as well.

Ms. Meyerson asked about timelines and contacts for these and other grants.

Other Funding Streams: Ms. Hansen indicated that she is the contact for all funding opportunities for state agencies, and that information regarding the planners for the local jurisdictions can be found on the AZDOHS web site or by contacting her as well.

Regarding timelines, Ms. Hansen indicated they were still waiting for guidelines regarding the federal 09 funding streams, which do change from year to year. Those could come out as early as mid-November and most likely no later than Super Bowl weekend, which was the date they became available last year. That information will also be posted on the AZDOHS web site when it is available.

COM-L Training Update & Other Related Projects

Dan Wills, Battalion Chief, Sedona Fire District

Overview: Commissioner Dan Wills discussed the COM-L program that had come out of UASI dollars authorized in 2005, which required those receiving the funds had to have trained Communications Unit Leaders in place.

Commissioner Wills discussed the role of the Communications Unit Leader within NIMS, and how the COM-L program was developed through the efforts of a working group of 30 practitioners, under OEC guidelines and funding.

The first beta test classes were developed a year ago, and since then, 2 train-the-trainers programs were conducted, and so far 16 classes over the last year have been delivered.

Commissioner Wills described this as a 3-day course, intended to provide training for the Communications Unit Leader in an all-risk, all-hazard environment, which was a more difficult curriculum to develop than had been in place for the Wildland Fire community.

The intended audience is communications staff that would deploy to a Type 3 incident, which is growing larger within a 100-mile radius of a community.

Commissioner Wills also reported on his recent trips around the country, working with multiple disciplines to identify commonalities and getting them to operate together, and addressing the operational elements of getting these technical resources deployed.

Commissioner Wills also discussed the IECGP grant, and how the four recipients, including Jesse Copper and Mike Worrell with the City of Phoenix, are working together to get these programs scheduled around the State.

Commissioner Wills identified some of the qualifications required for attending the programs, and indicated many of the attendees today were likely candidates.

He advised they are also working on additional train-the-trainer requirements, which will start happening in January, as well as expanding the number of trainers beyond Commissioner Wills and Kevin Rogers, and then moving onto the Communications Technician Program and the certifications requirement for that program.

Other Related Matters: Commissioner Wills indicated that other IECGP dollars would be used by Pima County to do a TICP plan with Tucson now a UASI area, and Yuma had received dollars for cross-border training and environments.

The expectation is that IECGP training dollars would be re-occurring subject to whatever might happen next week.

There were no additional questions.

Ms. Meyerson added that information regarding the Com-L Training would be posted on the GITA web site.

Upcoming Meeting Reminders

Upon completion of the presentations, Chairman Cummiskey reiterated preface comments regarding inclusiveness; that these meetings, particularly the one in November, are viewed as a starting point for conversations going forward, in regard to what it is we are going to be doing in terms of tasking and meeting progress as it relates to the plan.

Chairman Cummiskey wanted to ensure that the commissioners and their technical and communications support folks are involved in that conversation.

While additional meetings may be needed, the intent is to outline and enumerate what the issues are, and what is a realistic expectation for progress over the course of the next 6, 12, 18 months. This process will start at the November 20th meeting listed on the agenda, and continue with the discussion planned with the federal team on January 28th, to take advantage of the collaboration between the federal, state and local communities.

Chairman Cummiskey hoped that members would mark their calendars for these events, and advised that additional information will be provided.

There were no additional questions.

Call to the Public & Comments

No comments were received from the public.

Chairman Cummiskey advised that a call to the public will continue to be an item on the agenda, so attendees can take advantage of doing so in the future. Chairman Cummiskey thanked attendees for their patience and attention at this first post transition meeting as we establish a baseline for future meetings.

He also thanked GITA-PSIC staff for making the meeting a seamless transition and bringing all of the information together.

Ms. Meyerson advised, for those members joining the meeting telephonically, that in the future, all presentations would be sent to them prior to the meeting.

Commissioner Wills stated that he is looking forward to the working group format coming up, which should provide an opportunity for discussion that is less cumbersome than the Commission format.

Adjournment

Chairman Cummiskey called for a motion to adjourn. Commissioner Wills motioned to adjourn the meeting, which was seconded by Commissioner Quinn and unanimously carried.

Meeting adjourned at 2:58 pm.